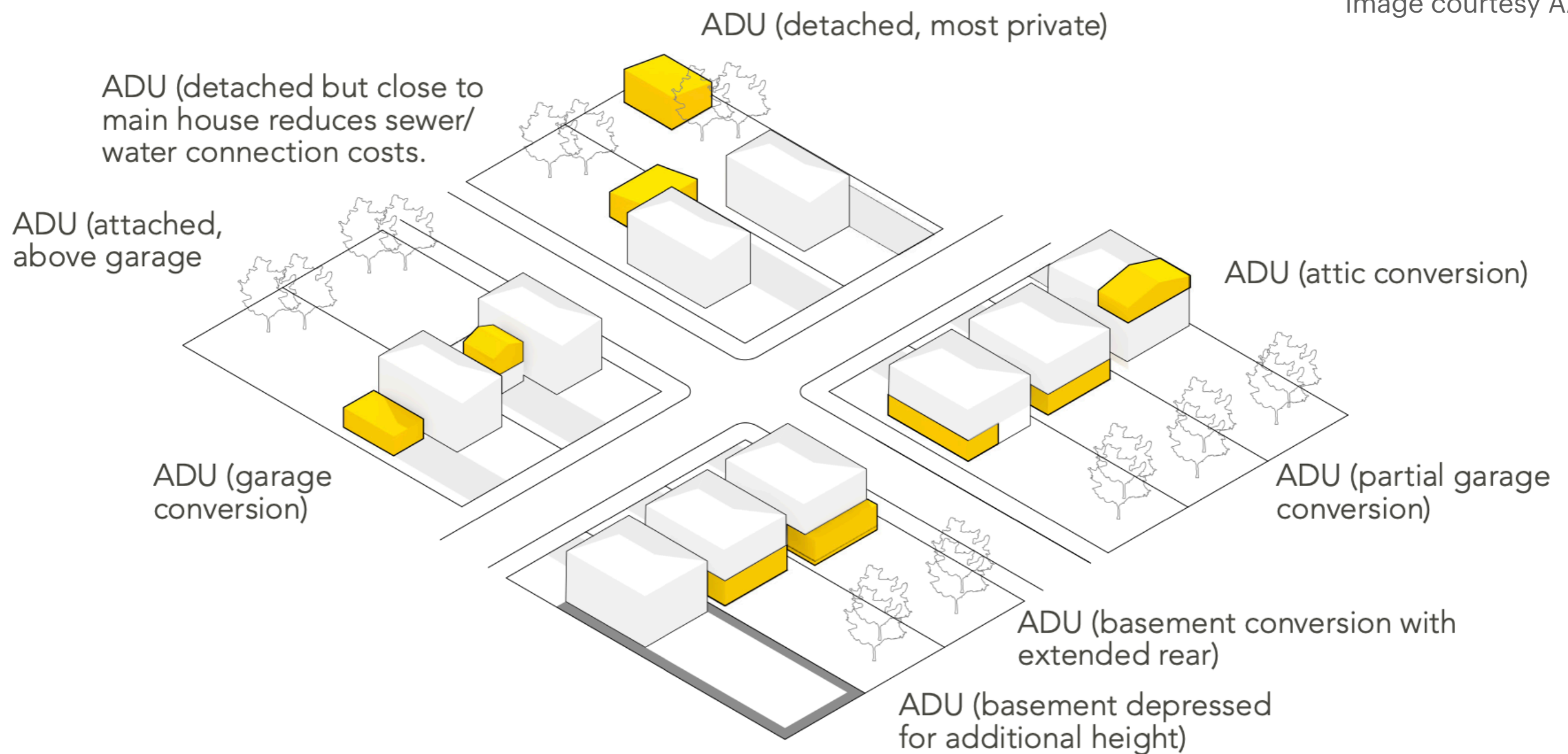


Accessory Dwelling Units

GUIDE TO ESTABLISHING AN ADU IN BREMERTON





WHAT ARE ADUs?

An Accessory Dwelling Unit (ADU), also known by other terms such as a laneway house, granny flat, or mother in law unit, is a separate housing unit on the same lot as a typical single family house. It can be either attached or detached from the main house. It could be rented out to a tenant, or it could be provided for free to the homeowner's friends or family.

ADUs are self contained dwellings. That means an ADU should provide space for cooking, sleeping, and using the bathroom.

Most people can imagine the benefit of having an ADU on their property, whether for housing their loved ones who can no longer live independently, or gaining additional income from rent. But you may not know that in December of 2020, the City of Bremerton made it easier than ever to establish an ADU! This guide will help you to determine whether an ADU is feasible for your property, and inform you of the City's requirements for ADUs.

WHERE CAN AN ADU BE BUILT?



Do you own a single family home? Congratulations! It is likely the zoning code allows you to establish an ADU. Attached or detached ADUs are allowed anywhere a new or existing single family home exists.

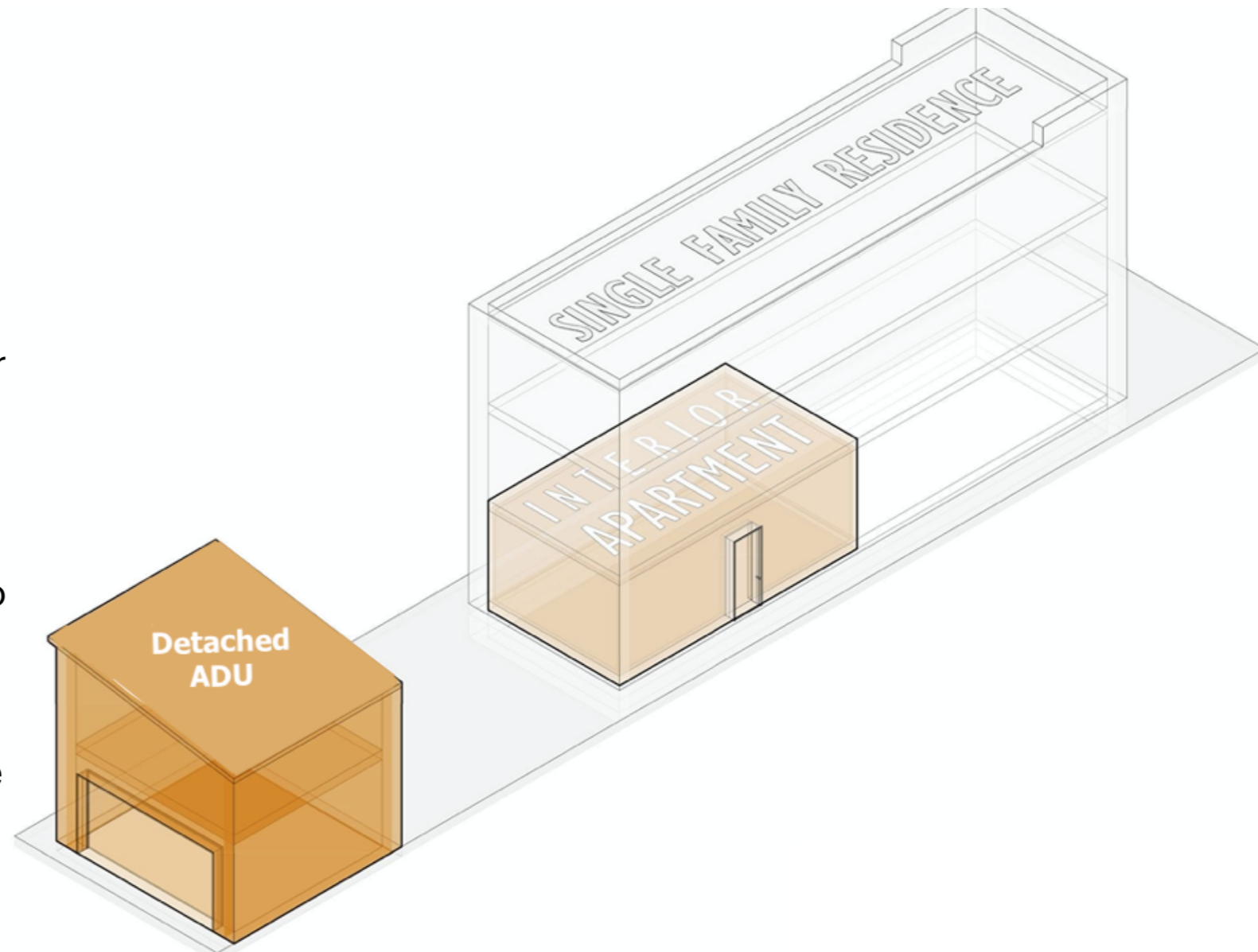
However, other development standards, such as setbacks and development coverage restrictions, among others, may not allow all properties to establish an ADU. The next few pages will explain those development standards in more depth.

HOW MANY ADUs CAN A PROPERTY HAVE?

Each property can have a one (1) single family home and two (2) ADUs, for a maximum total of three (3) dwelling units. These ADUs can be either detached or attached to the single family home.

It is important to note that Building and Fire codes require residential buildings with 3 units or more to install fire sprinklers. In most cases, therefore, two ADUs that are attached to a single family home may not be desirable. Alternative options could be two ADUs attached to each other in a garage or other detached building, two separate detached ADUs, or the example pictured- one attached and one detached ADU.

The development standards for 2nd ADUs are the same, with one exception- an additional parking space must be provided for a 2nd ADU. Look for more information about parking on page 7.



DEVELOPMENT STANDARDS: SIZE

ADUs can be up to 1000 square feet, or 60% of the size of the main house. What does that mean? Here's how to calculate the maximum size of an ADU on your property:

First, find the square footage of your house. Don't know? Kitsap County probably does. Navigate to this [link](#) and enter your address or parcel number in the search bar. Then click on 'Building and Improvements'. The page that pops up will display some basic details of the buildings that are on your property, including your house's square footage.

If your house is smaller than 1667 square feet...

...your ADUs could be up to 1000 square feet. Your new ADUs could potentially be larger than your main house. In that scenario, one of the new ADUs would be regulated as a single family residence, and your existing single family residence would become the ADU.

If your house is larger than 1667 square feet...

...use this formula:
(Square footage of House) X 0.6 = Maximum size of ADU

For example, if your house is 2000 square feet, multiply: (2,000 X .60) = 1,200. Thus, you could build two 1,200 square foot ADUs.

If you're thinking of converting existing space in your house to an ADU, and it's size doesn't quite fit these standards, you may still be able to establish an ADU. Speak with a Planner to determine your options.

DEVELOPMENT STANDARDS: DESIGN

The City requires that the design of ADUs preserve the appearance of the main house as a single-family-dwelling, and that the ADU should blend into the existing house or the neighborhood. That means no duplex or triplex-like designs, and nothing that sticks out like a sore thumb. Try to design an ADU so that the materials used complement the design of the main house. They don't have to match completely, so if you have any questions contact a Planner.

The pictures to the right show examples of how an ADU shouldn't look. Both of these structures contain two dwellings- however, they do not maintain the appearance of the house as a single family dwelling. When designing an ADU, the appearance of a duplex or triplex should be avoided.



DEVELOPMENT STANDARDS: PARKING

THE FIRST ADU IS NOT REQUIRED TO PROVIDE PARKING. That means you can establish a single ADU on a lot even without finding another parking space for the ADU. That doesn't mean you can entirely forget about parking, though.

- ▶ All zones require parking for a single family residence (in the R-10 zone, it is 2 parking spaces for a house). While the first ADU does not require a parking space in any zone, the required parking for the house must still be provided. If a house has no parking now, they must create the required parking before establishing an ADU. All parking areas and driveways in the City must be paved with a bound material, like concrete.
- ▶ The ADU cannot remove any required parking. For instance, if you convert a garage to an ADU, and the garage contained the only parking spaces for your main dwelling, you must replace those parking spaces elsewhere on the property.
- ▶ A 2nd ADU must provide an additional parking space, for a total of 3 required spaces.



DEVELOPMENT STANDARDS: SETBACKS AND LOT COVERAGE

All structures on a property are subject to zone-specific development standards. These standards can be different in each zone, so it is important to determine what zone your parcel is in. If you don't know, please reach out to a Planner. You can also view the zoning maps [here](#). The development standards that will affect ADUs most are explained below:

► **SETBACKS:** A setback is the minimum distance that a structure can be constructed from the property line. Setbacks are different for each property line. If you are constructing a new ADU, it must not enter the setbacks. If you are converting an existing structure into an ADU, like a garage or storage shed, and that building already exists within the setbacks, you may not have to move the structure. Note that your property line is what determines setbacks, not a fence or the street. Some property lines are not where you'd expect! To get an estimate of the location of your property line, head to [Kitsap County's Parcel Viewer](#) and enter your address.

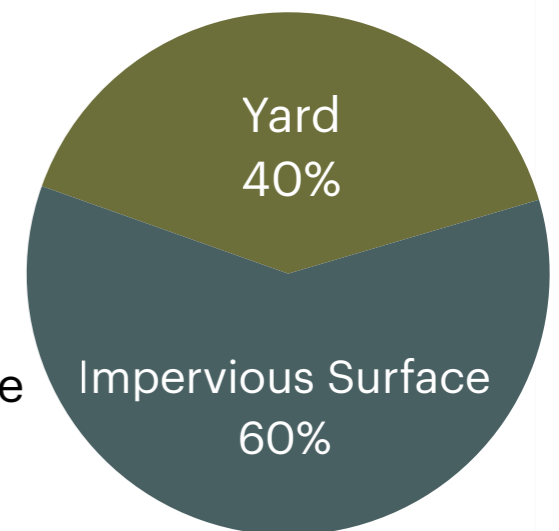
For Example:

In the R-10 zone, where most single family homes are located, the minimum front and rear yard setbacks are 15 feet, and the side yard setbacks are 5 feet. Some setbacks might be larger or smaller due to special circumstances, so ask a planner for help if you're unsure.

► **LOT COVERAGE:** Lot coverage is the percentage of a lot that is covered with an impervious surface. That includes any part of your lot that has pavement, a roof, or a structure on it. Add up all of that square footage and divide it by the total square footage of the lot, and you have your lot coverage. Different zones have different maximum lot coverage requirements, so be sure to determine your zone.

For Example:

Maximum
Impervious
Surface
Allowance in the
R-10 Zone is
60%.



OTHER STANDARDS

- ▶ All ADUs must be on City water and sewer, or an approved septic system.
- ▶ All ADUs must comply with the Building and Fire Code. You should hire a qualified design professional in order to ensure your new ADU complies with the structural and life safety requirements of all new residential buildings. If you have questions about the Building or Fire Codes, see the last page for contact information.
- ▶ The maximum height of all ADUs is 35 feet. If you have an existing structure that is taller than 35 feet, and you wish to convert it to an ADU, you may not have to shorten it- you should contact a Planner.
- ▶ All property owners must abide by City code concerning health and sanitation and the International Property Maintenance Code. That means that nuisance vegetation must be removed, proper garbage and refuse containment is required, and the property must be maintained so the buildings do not qualify as an unfit dwelling, building, or structure.
- ▶ If you are planning to rent the unit, you must comply with the Statewide Residential Landlord/Tenant Act. You can view the text of the act at: [Revised Code of Washington \(RCW\) Chapter 59.18](#).
- ▶ The City has created a tool for Landlords and Tenants to determine their rights and responsibilities. You can view that tool here: <https://www.bremertonwa.gov/1197/Renting-in-Bremerton>

GETTING A PERMIT

You'll need a building permit to establish an ADU on your property. The City processes all residential permits via our [online portal](#). At that link, you will find directions for creating an account for the online portal.

For all permit submittals, you will need a [site plan](#) and a [building permit application](#). Please see the [building permit submittal checklist](#) for all documents that may be required.

If you have any questions about the process of submitting a permit, please ask via email at dcdpermits@ci.bremerton.wa.us.



QUESTIONS?

A NEW PROJECT CAN BE COMPLICATED. WE'RE HERE TO HELP.

We know a lot goes into the decision to establish an ADU. If you have any questions about the information provided in this guide, or anything else development related in Bremerton, you can use the following contacts. We'll help the best we can.

▶ **CITY OF BREMERTON DEPARTMENT OF COMMUNITY DEVELOPMENT:**

▶ (360) 473-5275, or email at DCDPERMITS@CI.BREMERTON.WA.US

▶ **VIEW THE BREMERTON MUNICIPAL CODE (BMC):**

▶ [BMC 20.46.010](#)